

**CONFIDENTIAL**

8 July 1955

MEMORANDUM FOR: Colonel White

1. I believe you will want to read the full text of the Office of Personnel explanation re the Compromise of a Covert Employee, [REDACTED].

2. In brief, Personnel sent an unclassified SF-50, (Notification of Personnel Action), in this case a resignation action, to her home address in Virginia. It was then forwarded from her Virginia residence to [REDACTED]. Personnel claims no direct notice of [REDACTED] departure overseas with her husband was given by the operating component.

3. Henceforth, papers of this order sent through open mail will have "do not forward, return to sender" appropriately marked on the envelope. Exit interviews will be directed toward reducing the possibility of compromise through ex-employee travel overseas, and efforts will be made to personally hand termination papers to separatees known to be going overseas at the time of the exit interview.

4. Confidential funds separatees are not being given termination papers; such papers are retained in Agency files.

5. If you feel it necessary to advise the IG and/or Chief, I&R, DD/P of Personnel's stand on the matter, I will be glad to prepare an appropriate memorandum for your signature.

*28 July 55*  
*Returned to [REDACTED] by Col. White*  
*for routing to [REDACTED] & K via*  
*for accompanying memo*  
*for signature by [REDACTED] Floyd*

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| Document No. <u>23</u>                       |
| No Change In Class. <input type="checkbox"/> |
| Declassified                                 |
| Class. Changed to: TS S <u>(C)</u>           |
| Next Review Date: <u>1988</u>                |
| Auth: HR 70-3                                |
| Date: <u>26 Dec 78</u>                       |
| By: <u>616</u>                               |

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